

SEMINOLE NATION OF OKLAHOMA – EXHIBITS

Proposal Exhibits-Proposal Document 2

10/30/2014

Seminole Nation of Oklahoma

Joseph S. Farani, Procurement Specialist

SEMINOLE NATION OF OKLAHOMA – EXHIBITS

PROPOSAL FOR: _____

PROJECT NAME: _____

The undersigned, having been familiarized with the Contract documents which include the Request for Proposals, Representations, Certifications and other Statements of Offerors (Proposal Document 1), Instructions to Offerors (Proposal Document 2) and all other documents related to this solicitation, hereby propose to furnish all supervision, technical personnel, labor, material, machinery, tools, equipment, fixtures, and/or services (including transportation) to perform and complete all work required within the solicitation for the sum shown below:

AMOUNT: _____

In submitting this proposal, it is understood that the Nation may reject any and all proposals.

As stated in the Request for Proposals, the offeror has executed Proposal Document 1 – Representations, Certifications and Other Statements of Offerors containing the following Certifications, Agreements, and Statements:

- Certificate of Independent Price Determination
- Contingent Fee Representation and Agreement
- Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions
- Organizational Conflicts of Interest Certification
- Offeror's Certification of Eligibility
- Minimum Proposal Acceptance Period
- Small, Minority, Women-Owned Business Concern Representation
- Indian Owned Economic Enterprise
- Certification of Eligibility under the Davis-Bacon Act
- Certification of Nonsegregated Facilities
- Clean Air and Water Certification
- Previous Participation Certificate

DATE: _____

NAME OF OFFEROR: _____

ADDRESS: _____

BY: _____

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Statement of Qualification Content

SOQ contents submitted in response to this RFP shall be in the following order and shall include:

1. Identification of the Proposer and Establishment of Proposer's Fiscal Responsibility.

Please include the following information:

- 1) Legal Name and address of proposer's company
- 2) Number of year's proposer's company has been in business.
- 3) Legal form of company (partnership, corporation, joint venture, etc.) If joint venture, identify the members of the joint venture and provide all information required within this section for each member. If a corporation, certify that the corporation is in good standing with the Secretary of State.
- 4) If company is wholly-owned subsidiary of a "parent company," provide the legal name and form of the parent company.
- 5) Address (es) of office(s) that will work on this project.
- 6) Name, title, address, email address and telephone number of the person to contact concerning the SOQ.
 - A. State whether the proposer has filed bankruptcy in the last ten (10) years and provide any other relevant information concerning whether the proposer is financially capable of completing this project.
 - B. State the types of insurance policies the proposer has in place and the liability limit for each policy.

2. Experience, References and Technical Competence

- A. Describe the proposer's experience in completing projects similar to those described under scope of work. List three (3) successfully completed projects of a similar nature. For each referenced project, provide the name of the company and project manager, telephone numbers, and type of work performed. A project currently being performed may be submitted for consideration as one of the references.

3. Project Approach

- A. Describe the proposer's approach to the project and how the proposer will plan for and accommodate each project task.
- B. Provide a proposed time frame for each element of the development. Discuss how and what lines of communication will be implemented to maintain project schedules.

4. Cost proposal Provide cost proposal for complete project

5. Project Organization

- A. Identify key personnel to be assigned to the project along with descriptions of their professional experience. Identify any subcontractors to be used in this project, the specific tasks for which they will be used/professional references and if an Indian subcontractor.

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1. Based upon the SOQs submitted, the Nation will determine which firms are best qualified for the project. The Nation reserves the right to make final selections based solely upon evaluation of the written SOQs and proposal, without conducting oral interviews, should it find it to be in the best interest to do so.
2. Qualified proposers are those proposers that meet the minimum requirements and that are deemed responsive and responsible proposers. A responsive SOQ is one that meets all requirements listed above. A responsible proposer is one who is physically organized and equipped and has the financial ability to undertake and complete the project.
3. Based upon the written SOQ references and other appropriate evaluation factors, the Nation may identify one or more qualified proposers. Proposals from all qualified vendors will be reviewed and the proposal which best meets the Nation's evaluation factors will be recommended.
4. Upon the opening of the SOQs, all SOQs shall be reviewed by the Procurement Office to determine the accuracy of any totals in the proposal for service. A provider's error in adding up numerical items contained in the proposal for service shall not constitute a material error. Rather, the Nation will rely upon the amount assigned to each item of the proposal for service. SOQs will be reviewed for completeness and responsiveness.

Questions Concerning Request for Qualifications

All questions relating to the RFP must be received in writing via mail, facsimile, E-mail or hand delivery no later than 12:00 p.m. on October 17, 2014 addressed to:

Name	Joseph S. Farani
Title	Procurement Specialist
Company	Seminole Nation of Oklahoma
Address	PO Box 1498, Wewoka, OK 74884
Phone	405-257-7285
Fax	405-257-7239
E-mail Address	procurement@sno-nsn.gov

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NON-COLLUSIVE AFFIDAVIT

Project Name: _____

The following affidavit is to accompany the proposal:

STATE OF _____)

) ss

COUNTY OF _____)

_____, of lawful age, being first duly sworn, states that (he or she) is the agent authorized by the proposer to submit the attached proposal. Affiant states that the attached proposal or bid is genuine and not collusive or sham; that said proposer has not colluded, conspired, connived or agreed directly or indirectly with any other proposer or person to put in a sham proposal or to refrain from submitting a proposal. Affiant further states that no officer or employee of the Seminole Nation of Oklahoma either directly or indirectly, owns a twenty-five (25) percent interest in the proposer's business or such percentage which constitutes a controlling interest. Affiant further states that the following officers and/or employees of the Seminole Nation of Oklahoma have some direct or indirect interest in the proposer's business:

For purposes of this affidavit, a direct or indirect interest is defined to include any relationship existing on the date of this affidavit or which previously existed within the past year. Such an interest shall also be defined to include any business relationship between or among the proposed parties to the contract project and also to include any business relationship between the officers and directors of the proposed contracting parties of the project.

X _____

Subscribed and sworn to before me this _____ day of _____ 20____

My Commission Expires: _____

Notary Public